

As-Built Drawings are required to be submitted by the developer and approved by the City prior to the Final Acceptance of infrastructure unless otherwise determined by the City. Use & Occupancy (U&O) issuance by the City shall be withheld until, at a minimum, Conditional Acceptance of the required public improvements.

(Ord. 426)

Article 5. PRELIMINARY PLAT

The preliminary plat of the proposed subdivision shall comply with the following requirements and contain the following information:

5.1 General Style and Form

- A. **Provide Information** – It shall provide all the pertinent information as to existing site conditions, property ownership, and the like, that may be necessary for the Planning Commission to properly consider the proposed subdivision. This information shall be accurate and reliable.
- B. **Show Plan of Development** – It shall show the general plan of ultimate development for the property. This information should be drawn to scale.
- C. **Drawing Material** – It may be drawn in pencil or ink, on a reproducible material, and shall be at a scale no smaller than one inch per 100 feet.
- D. **Include Vicinity Map** – It shall include a vicinity map showing the location of the property and its relation to other known major subdivisions, roads, streams, etc., at a scale no smaller than one inch (1”) per 2,000 feet.
- E. **Title Information**
 - 1. Proposed subdivision name, which shall not duplicate nor closely approximate the name of any other subdivision in the County.
 - 2. Names and addresses of owner, subdivider or developer, and the designer, surveyor, or engineer.
 - 3. Description of subdivision location by streets, tract, political subdivision, etc.
 - 4. Scale, north point, and date.
 - 5. Surveyor's certification of boundaries.
 - 6. Information as to Existing Physical Conditions.

5.2 Information as to Existing Physical Conditions

- A. **Boundaries** – Boundaries of the land being subdivided in heavy outline, and the acreage therein.
- B. **Topography** – Topographic contours at two (2) foot intervals. The source of the contour data shall be indicated. Contours shall extend one hundred (100) feet beyond the subdivision boundary except across a public road.

- C. **Physical Features** – Water courses, wooded areas, floodplains, wetlands, buildings, transmission lines, pipe lines, other utilities, bridges, and any other significant physical items, with the sizes and grades of any water or sewer lines.
- D. **Streets and Roads** – Locations, widths, and names of all existing roads, streets, alleys, or other public ways within or adjoining the subdivision or intersecting any street that bounds it; including those recorded but unimproved (shown by dotted lines); railroad, utility, or other rights-of-way or easements; parks, and other public spaces; subdivisions, lots, and property lines; corporate lines; the locations and outlines of permanent buildings; the owner names, liber and folio of all adjoining property.

(Ord. 427)

5.3 Information as to Proposed Development

- A. **Street pattern** – Layout, widths, centerline of proposed roads, streets, alleys, sidewalks, crosswalks, and easements.
- B. **Lots** – Layout, numbering, and dimensions of proposed lots or parcels.
- C. **Open spaces** – Parcels of land intended to be conveyed or temporarily reserved for public use or for the joint use of property owners, with an explanation of the provisions or conditions of such conveyance or reservation and the proposed arrangements for ownership and maintenance.
- D. **Street Grades** -- Tentative grades on each street.
- E. **Utilities** – Locations of existing and proposed utilities and drainage facilities, with six (6) foot easements for same on each side of rear and side property lines.
- F. **Building Setback** -- Proposed building lines along all streets, with the amount of setback indicated.
- G. **Description of Improvements** – General description of street and other improvements proposed to be installed. (See Article 4. Detailed plans for these are to be prepared after approval of Preliminary Plan.)

Article 6. FINAL PLAT

The Final Plat of the subdivision shall comply with the following requirements and contain the following information:

6.1 General Style and Form

- A. **Drawing** – It shall be legibly and accurately drawn on tracing Black line photographic mylar sheets no larger than 20" x 24" in size, and at a scale of one inch to fifty feet, or one inch to one hundred (100) feet, depending upon the size and nature of the subdivision. If more space is needed, additional sheets may be used.
- B. **Meet Platting Requirements** – It shall conform in all respects to the requirements of the Annotated Code of Maryland, which relates to the making, filing, and recording of plats. Among other things the Code requires